



John Salomone  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

Board of Ethics

Minutes

June 12, 2014 – Special Meeting

Barbara DeMaio called the meeting to order at 5:43 p.m. She indicated that the meeting is being recorded with a tape recorder in the absence of Town Manager John Salomone, who was unable to attend.

### ROLL CALL

Barbara DeMaio  
Andrew Follo (arrived at 5:55 p.m.)  
Frank Marci  
Patricia Newhouse (arrived at 6:10 p.m.)  
Alan Skidgell  
Joanne Shulman  
Rose Lyons

Rose Lyons was seated as an alternate for Patricia Newhouse, who was absent at the time the meeting was called to order. This constituted a quorum of the Board of Ethics.

Dr. Skidgell inquired about Ms. Newhouse's membership on the Board. Ms. DeMaio indicated that Ms. Newhouse had been appointed to the Board by the Town Council as an unaffiliated member. This had been done prior to the last Board of Ethics meeting. Dr. Skidgell inquired as to why Ms. Lyons is seated as an alternate. Ms. DeMaio indicated that she has seated Ms. Lyons in the absence of Ms. Newhouse at the current meeting.

### PUBLIC PARTICIPATION – ON AGENDA

None

### APPROVAL OF APRIL 24, 2014 MINUTES

Ms. Lyons moved to accept the minutes as submitted. Motion seconded by Ms. Shulman. Motion passed unanimously.

### DISCUSSION: BOARD OF ETHICS

#### A. Complaint Form and Procedure

Ms. DeMaio indicated that the Town Manager and Town Attorney have reviewed the draft complaint form and distributed copies of Town Attorney Peter Boorman's two recommended changes to the draft Ethics Complaint form. Atty. Boorman recommended the following changes:

- Delete: "Connecticut General Statutes, Chapter 10, Sec. 1-82 et seq." and replace with "Newington Code of Ordinances, Chapter 32, Code of Ethics".
- Under how to mail or hand-deliver the complaint, add: "c/o Newington Town Manager".

Ms. DeMaio indicated that these are the only changes recommended to the form.

Andrew Follo arrived at the meeting.

Phone: (860) 665-8510 Fax: (860) 665-8507  
townmanager@newingtonct.gov  
www.newingtonct.gov

Ms. Shulman stated that she is in agreement with the proposed changes. Ms. Lyons agreed and indicated that the Board reviewed the form at length during the last meeting. Dr. Skidgell stated for the record that he felt the new form was not "complainant user friendly". Ms. Shulman stated that she feels the form is simple for residents to use, even if some of it is in legal-type language. Dr. Skidgell inquired about what would happen if a person has a complaint but is not sure how to proceed or does not have access to a computer. Mr. Marci reminded Dr. Skidgell of his 5/1/14 email to all members of the Ethics Commission regarding the new form. Mr. Marci read Dr. Skidgell's email to the members in which Dr. Skidgell stated: "The Ethics form and notice is nothing short of a masterpiece of lucid and direct writing. Best thing I've read in some time. It addresses my main concern squarely." Mr. Marci stated that it is an excellent form. Ms. Shulman inquired about a phone number on the form. Ms. Lyons replied that the phone number for questions about the form will be listed on the Town Manager's webpage.

Dr. Skidgell inquired about the process for creating the form. Ms. DeMaio replied that the form is a culmination of various other ethics complaint forms from the State and other agencies. After further discussion, Mr. Marci moved to accept the new form with the changes made by Atty. Boorman.

Roll call vote to accept the form with the changes recommended by Atty. Boorman:

Barbara DeMaio - yes  
Andrew Follow – yes  
Rose Lyons - yes  
Frank Marci - yes  
Joanne Shulman - yes  
Alan Skidgell – yes

The motion passed unanimously.

#### B. Other Business Pertinent to the Board

Ms. Lyons requested to hold an annual Board meeting, unless other business should arise prior to the annual meeting. The Board members discussed and agreed by consensus to meet again in the spring of 2015. Ms. DeMaio indicated that she would relay this message to the Town Manager.

Dr. Skidgell stated that Ms. Lyons questioned at a previous meeting whether the Board should review any parts of the Ethics Ordinance. Ms. Lyons responded that she is satisfied that Newington's Ordinance is a very good one. She noted that other towns' ordinances were distributed at a recent Town Council meeting and she remarked that Newington's ordinance is better than many of the surrounding towns' ordinances. Ms. Shulman agreed. She and the other members agreed by consensus that no further review of the Ordinance is needed.

#### PUBLIC PARTICIPATION – ON AGENDA

None

#### Remarks by Board Members

None

#### Adjournment

Mr. Marci moved to adjourn the meeting at 6:15 p.m. Motion seconded by Ms. Shulman. Motion passed unanimously.

Respectfully submitted,

John Salomone  
Town Manager